

## **Second Chance Partners for Education Second Chance Program**

### **Program Description**

The Second Chance Program is a 21 month integrated education experience combining youth apprenticeship and proficiency based classroom education operated by Second Chance Partners for Education (SCPFE). The program is designed to serve at-risk high school juniors and seniors who are severely credit deficient with little hope of graduating in a traditional high school setting. Classrooms, referred to as education centers, are established within manufacturing sites allowing for a combination of youth apprenticeship opportunities and classroom education. Youth apprentices who successfully complete the program demonstrate proficiency in the academic content areas of math, science, social studies, communications and financial literacy. Additionally, successful students demonstrate proficiency in workplace readiness, information technology, and character development. As a result of their achievement, apprentices earn a diploma from the school district where they are enrolled and a Certificate of Occupational Proficiency from the Wisconsin Department of Workforce Development (DWD).

Currently, SCPFE operates Second Chance Program educational centers in six different “anchor” companies including: Generac Power Systems (Waukesha and Whitewater facilities), J.W. Speaker (Germantown), Tailored Label Products (Menomonee Falls), Industrial Towel and Uniform (New Berlin), and Waukesha Electric Systems (Waukesha). A seventh education center is scheduled to open at Lavelle Industries in Burlington in the fall of 2010. Future plans exist to replicate this model with additional businesses and school districts throughout Wisconsin. School districts currently participating in this partnership include: Burlington, Central Westosha, Elmbrook, Germantown, Kettle Moraine, Menomonee Falls, Mukwonago, Muskego, New Berlin, Palmyra-Eagle, Slinger, Sussex-Hamilton, Waterford, Waukesha, and Whitewater.

### **Funding**

2005 Act 25 created a change in the funding mechanism for the Second Chance Program as detailed in §115.28 (54) Wisconsin Statutes. As a result of the changes, school districts with students participating in Second Chance must contribute \$4,610 per student from the district’s aid appropriation under §20.255 (2) (ep), Stats. Provision is made for the district to count the students for equalization aid and revenue limit purposes.

By agreement between SCPFE and the participating school districts, the school district will be invoiced by SCPFE for the difference between \$4,610 aid appropriation and a dollar amount indexed to the cost of open enrollment.

In addition, the Second Chance Program received a \$190,000 appropriation for each of the 2005-06 and 2006-07 school years from alternative education grant funds under §20.255(2) (cf), Stats.

**Enrollment and Residency**

Students participating in the Second Chance Program will remain enrolled in their school district of residence for the 21 month time frame. The district will claim these students on the September and January PI 1563 Pupil Count Report. If a student and family move to another district after enrollment in the Second Chance Program, the student would be able to request to continue and complete the program during the junior year consistent with tuition waiver provisions under §121.84 (1)(a), Stats. If a student moves prior to the student attaining 12<sup>th</sup> grade status, the student must request open enrollment or tuition waiver for the student's senior year. A student who moves after attaining 12<sup>th</sup> grade status, may request to continue in the school district with a tuition waiver under §121.84 (1) (b), Stats., in order to continue enrollment and finish their education as a student of the enrolling district.

**Student Eligibility:**

Students interested in the Second Chance Program must meet the following requirements:

- Be a minimum of 16 years old
- Have attended 2 years of high school
- Be able to meet the 40 hr/week apprenticeship schedule
- Maintain a satisfactory disciplinary record; including not being subject to expulsion proceedings
- Be willing to sign a written contract, along with their parent or guardian, agreeing to follow the stated expectations and complete the program
- Be physically capable of performing the work required in a manufacturing setting.
- Be identified by the school district as a child at risk under §118.153, Stats.
- Be enrolled in a participating school district
- Be willing to participate in drug screening, if selected, as required by SCPFE and the partner employer.

**Student Selection Process:**

Students from participating districts are referred to SCPFE for the application process by teachers, guidance counselors, school administration, or parents. Students, along with their parent or legal guardian, attend an informational meeting at their local high school or appropriate SCPFE education center. At the informational meeting, representatives from the school district and SCPFE explain structure, requirements, and expectations of the program.

The application and screening process will include a program overview presentation, application form completion, student interviews, assessments, individual home visits and the final notification of acceptance. Students who are interested in pursuing the apprenticeship complete an application for employment. The parent or guardian is required to sign a release form, allowing school records/transcripts to be reviewed by SCPFE administration. Interviews for all applicants are scheduled at the high school and are conducted by SCPFE administration and business personnel. Student records including attendance and discipline are reviewed for further screening. SCPFE and the participating business partner will offer a tour of the business facility for the interested students and parents. After the tour, SCPFE may conduct second interviews with the applicants, which is then followed by a home visit to discuss the operational structure and expectations of the Second Chance Program and to ensure parental support for the student and the program. Students and parents will sign a contract which details the expectations and policies of the Second Chance Program.

Student selection from the combined pool of students is the responsibility of the SCPFE interview team. The interview team will consist of a representative or representatives from the partner business (es) and SCPFE administration representative(s). SCPFE administration, along with input from the partner business (es), will make the final student selection decisions from the applicants who have completed the selection process.

### **School District Notification**

Before the end of the school year, districts are notified by letter of the students selected for participation in the Second Chance Program. Phone calls are made and letters are sent to the selected students by the SCPFE administration.

Upon acceptance into the Second Chance Program, students are considered enrolled in the Second Chance Program for the consecutive 21 month period with no probationary period.

If a student ceases to attend the Second Chance Program, the school district will be immediately notified. The formal policy for termination of a student from a youth apprenticeship program will be followed, using the official forms and procedures as set forth in the state certified youth apprenticeship policy. In addition, the instructional staff will make a credit recommendation to the district for the student's academic progress during the time enrolled in the Second Chance Program. Districts, if in agreement, may then apply the recommended credits to the student transcript.

### **Counting the Student for Equalization Aid and Revenue Limit Purposes**

Because the student maintains enrollment in the resident district, the student is counted for membership on the district count dates as a resident addition under youth apprenticeship in step 4.8: Resident Addition – Youth Apprentice of the PI 1563 Pupil Count Report.

By May of each year SPFCE will inform the School Finance Team of the Department of Public Instruction of the names and district of residence of each student participating in the program. The department will reduce the June equalization aid payment of each participating school district by the number of Second Chance students times \$4,610. That amount of funding will be forwarded to the SCPFE at the address below.

### **Special Education Students**

Students with disabilities who attend the Second Chance Program will continue to have services provided through the enrolling district. The Second Chance Program teacher will participate in the required meetings for determination of the Individual Education Plan for the student. The IEP will reflect student placement in the Second Chance Program and will be modified to correlate with the rating and performance scale used for student evaluation in the Second Chance Program. Special accommodations as detailed on the IEP will be provided for the student in the Second Chance education center by the teacher or district resource. District staff will make routine visits with Second Chance Program students in order to continue communication, evaluation, and determination of student needs.

**Testing**

Students enrolled as 10<sup>th</sup> graders will fall under the Wisconsin Student Assessment System and the school district will be responsible for November testing. Testing may be conducted at the Second Chance location but must be proctored by district staff.

**School Performance Reporting**

The school district of residence will be responsible for meeting the school performance reporting requirements under §115.38. This performance data includes attendance, graduation, dropout and other data for students enrolled in their schools. The school district may expect the SCPFE to supply this data to the school district upon request.

**Second Chance Program Schedule:**

Students, who are interviewed in the spring, are notified in June of their selection for the program. If additional slots remain available, student selection will continue through the summer, but will be completed by the end of August. No new students will enter the Second Chance Program after the 3<sup>rd</sup> Friday of September each year.

Students will begin the Second Chance program on the Tuesday or Wednesday after Labor Day depending on the location of the site.

Students are expected to be in attendance daily, Monday through Friday, except for the recognized holidays of the business partner (i.e. Thanksgiving, Christmas Eve, Christmas Day, Good Friday, Memorial Day, July 4<sup>th</sup> holiday). Students are eligible for one week paid vacation after the completion of their first year.

Students beginning in the fall of their junior year in high school will complete their program of study 21 consecutive months later at the end of May of their senior year.

**Graduation:**

Upon successful completion of the Second Chance program, students will be issued the following documents:

- High school diploma from the enrolling district
- Certificate of Proficiency from DWD State Youth Apprenticeship

Students will be eligible to participate in the high school graduation ceremony with their graduating class.

Students are also eligible for any work-based certificates from their enrolling district as well as up to 6 articulated credits with the Wisconsin Technical College System for coursework completed during the youth apprenticeship.

For additional information about the Second Chance Program contact:

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Internet: [www.SecondChancePartners.org](http://www.SecondChancePartners.org)

For information about alternative education and at-risk students contact:

Beth Lewis  
Department of Public Instruction  
125 S. Webster, Madison, WI 53707-7841  
Telephone: 608/267-1062  
E-mail: [beth.lewis@dpi.wi.us](mailto:beth.lewis@dpi.wi.us)  
Internet: <http://www.dpi.wi.gov/alternativeed/index.html>

For school finance related questions for the Second Chance Program contact:

School Financial Services Team  
Department of Public Instruction  
125 S. Webster, Madison, WI 53707-7841  
Telephone: (608) 267-9114  
E-mail: [dpifin@dpi.state.wi.us](mailto:dpifin@dpi.state.wi.us)  
Internet: <http://www.dpi.wi.gov/sfs/index.html>

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